

City of Alexandria, Virginia

13
4-22-03

MEMORANDUM

DATE: APRIL 14, 2003

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*

SUBJECT: AUTHORIZATION OF RECOMMENDED CAPITAL PROJECT
ALLOCATIONS AND PLANNED EXPENDITURES

ISSUE: City Council authorization of the recommended capital project allocations and planned expenditures.

RECOMMENDATION: That City Council authorize the capital project allocations and planned expenditures for the capital projects as detailed in the Capital Improvement Expenditure Summary (Attachment 1).

DISCUSSION: This docket item provides a summary of Capital Improvement Program planned expenditures (Attachment 1). It includes projects reflected in the City's Fiscal Year 2003 Capital Budget, approved by City Council on May 6, 2002, or approved in capital budgets prior to FY 2003 with a CIP budget document page reference in Attachment 1. A project title listing appears on the next page and a detailed summary appears in Attachment 1.

Allocations are recommended for the following project:

Street and Pedestrian Improvements		
Parking Meter Replacements	\$	100,000
Systems Development		
GIS Development	\$	155,000
LAN Based Time and Attendance	\$	150,000

ATTACHMENTS:

Attachment 1 - Capital Improvement Program Planned Expenditures

STAFF:

Mark Jinks, Assistant City Manager

Alfred Coleman, Budget/Management Analyst, Office of Management and Budget

CAPITAL IMPROVEMENT PROGRAM PLANNED EXPENDITURES
March 31, 2003 Report, Docketed April 22, 2003

ATTACHMENT 1, PAGE 1

This attachment provides summary information on capital improvement program projects for which work will be initiated and expenditures incurred during the upcoming months. Funding for all of the projects discussed below is included in the City's Approved FY 2003 Capital Improvement Program (CIP) budget or in prior year capital budgets.

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 011-115 Account No.245600 Sub-object 2121	Street and Pedestrian Improvements (Parking Meter Replacements)	\$100,000	\$100,000	Page 156 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the next phase of replacement of parking meters and posts in the City with new LED meters and posts. The City's mechanical parking meters are over 20 years old and need frequent and extensive repair. Replacement parts have become difficult to obtain as vendors are now fabricating electronic LED type meters. This project is ongoing to replace 1,000 meters over a period of three fiscal years. (Fund Source: Cash Capital - FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-005 Account No.265710 Sub-object 2121	Systems Development (Geographic Information System (GIS) Development)	\$155,000	\$155,000	Page 225 of the City's Approved 2003 CIP Budget Document

This allocation will provide for the further development of the City's Geographic Information System (GIS) including the update and maintenance of the base layers now included in the system and the creation of new layers (\$60,000); the purchase of software, user licenses and application extensions and the training of end users (\$45,000); and the purchase of internet

CAPITAL IMPROVEMENT PROGRAM PLANNED EXPENDITURES

ATTACHMENT 1, PAGE 2

March 31, 2003 Report, Docketed April 22, 2003

hardware and software and development of dynamic GIS web mapping (\$55,000). (Fund Source: Cash Capital - FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-534 Account No.265690 Sub-object 2121	Systems Development (LAN-Based Time And Attendance)	\$150,000	\$150,000	Page 222 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for professional services required for the customization and implementation of the City Local Area Network (LAN) Based Time and Attendance System. The City's current payroll, personnel system requires the manual input of time and attendance for each pay period. To improve the accuracy of time and attendance and to minimize the manual process, work began in FY 2001 to phase in an automated Time and Attendance System. This system will feed directly into the current payroll application thereby eliminating manual data entry, manual calculations by timekeepers, and retroactive adjustments and corrections. The first phase is expected to be completed by the end of May 2003 with other phases to follow. Each phase will take approximately one month to complete. It is anticipated that all phases will be completed by the end of FY 2004. (Fund Source: Cash Capital - FY 2003 Funds)